



BOXBOROUGH PLANNING BOARD
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James Faulkner, Chairman Eduardo Pontoriero, Clerk Owen Neville John Markiewicz Nancy Fillmore

Meeting Minutes
April 28, 2014
7:30 p.m.

Members present:

James Faulkner, Chair
Owen Neville, Member
Nancy Fillmore, Member
John Markiewicz, Member
Elizabeth Hughes, Town Planner

The Chair called the meeting to order at 7:30 pm in the Morse Room of Town Hall.

Meeting Minutes April 7, 2014

On a motion by Ms. Fillmore, seconded by Mr. Neville, the minutes of April 7, 2014 were unanimously approved as amended.

Open Space & Recreation Plan Update Unique Features Map Discussion

The Town Planner went over the requirements for the Unique Features map and described certain areas she felt should be included. The Board reviewed the draft map and identified various geological features, vistas, and working agricultural areas to be highlighted on the map. Ms. Hughes will add these areas and then forward the draft map to the Conservation Commission and the Agricultural Commission for their input.

Boxborough Town Center Definitive Subdivision Continued Public Hearing

The Chair reconvened the public hearing at 7:45 pm. The developer's engineer Ben Ewing with Stamski and McNary, Inc. was present.

The Board reviewed the draft Decision and Certificate of Conditional Approval. Ms. Hughes recommended the Board begin by acting on the one requested waiver regarding the requirement for a landscape plan prepared by a registered landscape architect. Ms. Fillmore moved to deny the waiver and require a landscape plan prepared by a registered landscape architect prior to endorsement of the Definitive Plan. The motion was seconded by Mr. Markiewicz with all voting in favor.

The Chair proceeded to review the draft findings of approval. The Board agreed with the findings and did not have any corrections or additions. The Chair reviewed the conditions of approval. Mr. Markiewicz had a question regarding the payment for outside consultants and whether there needed to be a condition that funds are paid prior to the start of any work. Ms. Hughes reviewed the process for payment of outside consultants and requests made to the applicant for funds. She noted that so far there has never been an issue with this applicant and the payment of funds, however if a problem did arise, there are various stages in the development

process where things would not be able to move forward until funds were received. Mr. Markiewicz was satisfied with this process. The Board agreed with the conditions of approval and did not have any corrections or additions. Ms. Fillmore moved to grant approval of the Boxborough Town Center Definitive Subdivision Plan based on the findings and conditions of approval in the Decision and Certificate of Conditional Approval. Mr. Markiewicz seconded the motion with all voting in favor (4 to 0).


Mr. Neville moved to authorize the Chair, Clerk or Town Planner to sign the Decision and endorse the plan on behalf of the Board. Mr. Markiewicz seconded the motion with all voting in favor. Mr. Markiewicz moved to close the public hearing. Mr. Neville seconded the motion with all voting in favor.

2014 Annual Town Meeting Warrant Article Discussion

The Chair asked if Board members were prepared to present their warrant articles or if there was anything else they required. Mr. Markiewicz stated he was all set. Mr. Faulkner informed the Board that the Master Plan warrant article has been bundled with other funding articles. He was not in favor of this and questioned how other Board members felt. The Board agreed that they had concerns with this article being bundled with other funding requests. The Chair will contact the Town Moderator about the correct procedure to separate this article from the other requests.

With no further business, the meeting was adjourned at 8:10 pm on a motion by Ms. Fillmore, seconded by Mr. Neville with all voting in favor.

On Behalf of the Boxborough Planning Board



Eduardo Pontoriero, Clerk